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August 28, 2009

TO: Supervisor Don Knabe, Chairman  
Supervisor Gloria Molina  
Supervisor Mark Ridley-Thomas  
Supervisor Zev Yaroslavsky  
Supervisor Michael D. Antonovich

FROM: Wendy L. Watanabe  
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – MURRELL'S  
FARM AND BOYS HOME – HANSTEAD HOUSE AND SHANNON  
HOUSE GROUP HOMES**

We have completed a review of Hanstead House and Shannon House Group Homes (Group Home or Agency) operated by Murrell's Farm and Boys Home. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department.

Hanstead House and Shannon House Group Homes are each six-bed facilities, which provide care for boys ages 12-17 years who exhibit behavioral, social and emotional difficulties. At the time of the monitoring visit, Hanstead House Group Home was providing services for six DCFS children and Shannon House Group Home was providing services for five DCFS children.

Hanstead House and Shannon House Group Homes are located in the Fifth District.

**Scope of Review**

The purpose of our review is to determine whether the Agency is providing the services as outlined in their Program Statement. In addition, the review covers basic child safety and licensing issues and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, employee records, a facility inspection and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the

program services provided by the Agency and to ensure adherence to the Foster Youth Bill of Rights.

### **Summary of Findings**

Generally, the Agency is providing the services as outlined in their Program Statement. However, the Agency needs to address several deficient areas. Specifically:

- Hanstead House Group Home needs to clean and landscape the back yard.
- Both Group Homes need to replace the carpet in the bedrooms and in other areas of the homes.
- Hanstead House Group Home needs to replace the damaged kitchen ceramic counter tiles, a missing bathroom light fixture cover and a globe for a light fixture in one of the bedrooms. In addition, they need to lengthen the ceiling fan pull chain in one bedroom and replace a broken portable basketball goal.
- Shannon House Group Home needs to organize the garage, replace a missing refrigerator grill and repair damaged computers.
- Both Group Homes need to assess the children for needed services within thirty days of placement.
- Both Group Homes need to develop comprehensive Needs and Services Plans (NSPs) that include short and long term goals. In addition, both homes need to include input from all members of the treatment team in the development and implementation of the NSPs.
- Shannon House Group Home needs to provide the children with the treatment services identified in their NSPs.
- Both Group Homes need to provide children with sufficient educational support and resources.
- Both Group Homes need to provide the children with the required amount of clothing.
- Both Group Homes need to encourage and assist the children in creating and maintaining photo albums/life books.

Attached is a detailed report of the review.

**Review of Report**

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me or have your staff contact Don Chadwick at (213) 253-0301.

WLW:MMO:JET:DC:AA:dl

**Attachments**

c: William T Fujioka, Chief Executive Officer  
Patricia S. Ploehn, Director, DCFS  
Ted Myers, Chief Deputy Director, DCFS  
Susan Kerr, Senior Deputy Director, DCFS  
Robert B. Taylor, Chief Probation Officer  
Earl Wilson, Chairman of the Board, Murrell's Farm and Boys Home  
Emmett Murrell, Executive Director, Murrell's Farm and Boys Home  
Public Information Office  
Audit Committee

**Murrell's Farm and Boys Home  
Hanstead House Group Home  
Lancaster, California 93535  
License Number: 197606254  
Rate Classification Level: 11**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

Hanstead House Group Home is located in a residential community. The front yard is clean and adequately landscaped. However, the back yard is sparse and lacks appropriate landscaping. In addition, the north side of the home has trash and excess TV cable on the ground.

Overall, the interior of the Group Home is well maintained. The common quarters are neat, there is adequate furniture, and the Group Home provides a home-like environment. However, the carpet in the office is stained and dirty and a section of ceramic tile on the kitchen counter is broken, exposing a sharp edge. In addition, the light fixture in the children's bathroom is missing the cover and a light bulb.

Overall, the children's bedrooms are well maintained. The rooms are orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, the beds all have a full complement of linens, and children's sleeping arrangements are appropriate. However, in bedroom three, the carpet is stained and dirty, the ceiling fan pull chains are too short to reach, and the light fixture is missing the globe.

There are board games, a TV and a DVD player. Books and resource materials, including a computer with a variety of programs are also available. The Group Home maintains age-appropriate and accessible recreational equipment. However, the portable basketball goal is broken.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. Murrell's Farm and Boys Home management:**

- a. Provide and maintain adequate landscaping and lawn in the back yard.**

- b. Clean and maintain all areas of the back yard and properly secure the excess TV cable.
- c. Replace the carpet in bedroom three and the office.
- d. Replace the damaged kitchen ceramic counter tile section.
- e. Replace the missing bathroom light fixture cover and bulb and the fixture globe in bedroom three.
- f. Appropriately lengthen the ceiling fan pull chains in bedroom three.
- g. Replace the broken portable basketball goal.

## **II. Program Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

### **Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. In addition, case files reflect adequate documentation to show that children are receiving treatment services. However, children are not assessed for needed services within thirty days of placement.

The Needs and Services Plans (NSPs) are current. However, all members of the treatment team are not included in the development and implementation of the NSPs. In addition, the NSPs are not comprehensive and do not include short and long term goals that are measureable and specific.

### **Recommendations**

#### **2. Murrell's Farm and Boys Home management:**

- a. Ensure that children are assessed for needed services within thirty days of placement.
- b. Include input from all members of the treatment team in the development and implementation of the Needs and Services Plans.
- c. Develop comprehensive Needs and Services Plans that include short and long term goals that are specific and measureable.

**III. Educational and Emancipation Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

Children are attending school. Children are provided with some educational support and resources. However, children are not progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

**Recommendation**

3. Murrell's Farm and Boys Home management provide children with sufficient educational support and resources to meet their educational needs.

**IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. Children also participate in extra-curricular, enrichment and social activities in which they have an interest. The Group Home provides transportation to and from the activities.

**Recommendation**

**None.**

**V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

**Comments:**

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication and are aware of their right to refuse medication. Medication distribution logs are properly maintained.

**Recommendation**

None.

**VI. Personal Rights****Method of assessment – Interviews with children**

**Sample size: Two**

**Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that the staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks. Children also receive voluntary medical, dental and psychiatric care.

**Recommendation**

None.

**VII. Clothing and Allowance****Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

The Group Home provides appropriate clothing, items of necessity and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality. However, one child does not have a sufficient quantity of clothing. Specifically, the child is in need of additional pants.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items. However, children are not encouraged and assisted in creating and maintaining photo albums/life books.

**Recommendations****4. Murrell's Farm and Boys Home management:**

- a. Provide all children with additional clothing items as needed.
- b. Encourage and assist children in creating and maintaining photo albums/life books.

**VIII. Personnel Background Checks****Method of assessment – Review of relevant documents**

**Sample size: Six**

**Comments:**

The Group Home has obtained the required criminal and child abuse clearances for their employees.

**Recommendation**

**None.**



**Murrell's Farm and Boys Home  
Shannon House Group Home  
Lancaster, California 93535  
License Number: 197606874  
Rate Classification Level: 11**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

Shannon House Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

Overall, the interior of the Group Home is well maintained. Common quarters are neat and clean, there is adequate furniture and lighting and the Group Home provides a home-like environment. However, the interior of the garage is cluttered, the carpet in the TV room is stained and the grill from the base of the refrigerator is missing.

Generally, the children's bedrooms are well maintained. The rooms are orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, the beds all have a full complement of linens, and children's sleeping arrangements are appropriate. However, the carpet in bedrooms one and two are stained and dirty.

The Group Home maintains age-appropriate and accessible recreational equipment. There are also board games, a TV and a DVD player. Books and resource materials are also available. However, the children's computers are not working.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. Murrell's Farm and Boys Home management:**

- a. Eliminate the clutter and organize the contents of the garage.**
- b. Replace the carpet in the TV room and in bedrooms one and two.**
- c. Replace the missing refrigerator grill.**
- d. Repair the damaged computers.**

**II. Program Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. However, not all children are assessed for needed services within thirty days of placement.

The Needs and Services Plans (NSPs) are comprehensive and include short and long term goals. However, not all children have current NSPs. In addition, all members of the treatment team and the child are not included in the development and implementation of the NSPs.

Not all of the children's case files reflect adequate documentation to show that the children are receiving treatment services. Specifically, one child's case file does not have a current NSP to identify the treatment services he should be receiving.

**Recommendations**

**2. Murrell's Farm and Boys Home management:**

- a. Ensure that all children are assessed for needed services within thirty days of placement.
- b. Complete and maintain current and comprehensive Needs and Services Plans for all children that include long and short term goals.
- c. Include input from all members of the treatment team and the child in the development and implementation of the Needs and Services Plans.
- d. Provide all children with treatment services that are identified in their Needs and Services Plans.

**III. Educational and Emancipation Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

Children are attending school. Children are provided with some educational support and resources to meet their educational needs. However, not all children are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

**Recommendation**

3. Murrell's Farm and Boys Home management provide all children with sufficient educational support and resources to meet their educational needs.

**IV. Recreation and Activities****Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities. Children also participate in extra-curricular, enrichment and social activities in which they have an interest. The Group Home provides transportation to and from the activities.

**Recommendation**

**None.**

**V. Psychotropic Medication****Method of assessment – Review of relevant documents****Comments:**

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication and are aware of their right to refuse medication. Medication distribution logs are properly maintained.

**Recommendation**

None.

**VI. Personal Rights****Method of assessment – Interviews with children**

**Sample size: Two**

**Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that the staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to make and receive personal telephone calls, send and receive unopened mail and have private visitors. Children attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks. Children also receive voluntary medical, dental and psychiatric care.

**Recommendation**

None.

**VII. Clothing and Allowance****Method of assessment – Review of relevant documents and interviews**

**Sample size: Two**

**Comments:**

The Group Home provides appropriate clothing, items of necessity and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality. However, one child does not have a sufficient quantity of clothing. Specifically, the child is in need of additional pants and a jacket.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items. However, children are not encouraged and assisted in creating and maintaining photo albums/life books.

**Recommendations****4. Murrell's Farm and Boys Home management:**

- a. Provide all children with additional clothing items as needed.
- b. Encourage and assist children in creating and maintaining photo albums/life books.

**VIII. Personnel Background Checks**

**Method of assessment – Review of relevant documents**

**Sample size: Seven**

**Comments:**

The Group Home has obtained the required criminal and child abuse clearances for their employees.

**Recommendation**

**None.**

**Murrell's Farm and Boys Home  
Hanstead House Group Home  
Lancaster, California 93535  
License Number: 197606254  
Rate Classification Level: 11**

**Corrective Action Plan (Revised) May 5, 2009**

**1. Facility Environment**

**Recommendations**

**1. Murrell's Farm and Boys Home management:**

**a. Provide and maintain adequate landscaping and lawn in the back yard.**

**Status:** (Implemented) A Gardner has been contracted to install sprinklers and lay sod, approximate date project will be completed is, May 30, 2009.

**Plan to prevent reoccurrence:** The Facility Manager will do a daily ground check that will include checking the new sprinkler system and the new growth of the lawn,

**Person responsible for implementing corrective action:** Facility Manager (Lolita Gardner) and CEO Emmett Murrell.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell/ Lupe Rascon

**b. Clean and maintain all areas of the back yard and properly secure the excess TV cable.**

**Status:** (Implemented) All areas of the back yard were cleaned and will be maintained by our Gardner on a weekly basis, All excess TV cable was properly secure.

**Plan to prevent reoccurrence:** The Facility Manager (Lolita Gardner) will do a complete daily ground check and will include watching out for loose or hanging cables.

**Person responsible for implementing corrective action:** Facility Manager (Lolita Gardner) and CEO Emmett Murrell.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell.

**c. Replace the carpet in bedroom three and the office.**

**Status:** (Implemented) The carpet has been replaced through the entire house on 4/11/09.

**Plan to prevent reoccurrence:** The Facility Manager (Lolita Gardner) will inspect the condition of carpets through out the week or on a daily basis and submit a work order as needed to keep all carpets well maintained.

**Person responsible for implementing corrective action:** Facility Manager (Lolita Gardner) and CEO Emmett Murrell.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell.

**d. Replace the damaged ceramic counter tile section.**

**Status:** (Implemented) The damaged ceramic tile on the kitchen counter was replaced on March 25, 2009.

**Plan to prevent reoccurrence:** The facility manager (Lolita Gardner) will ensure that kitchen counters are in good working order, and inspected on a daily basis.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell/ Assistant Administrator Lupe Rascon.

**Person responsible for implementing corrective action:** Administrator Assistant Lupe Rascon and CEO Emmett Murrell.

**e. Replace the missing bathroom light fixture cover and bulb and the fixture globe in bedroom three.**

**Status:** (Implemented) Bathroom light fixture cover, bulb and fixture globe were all replaced on approximately March 24, 2009.

**Plan to prevent reoccurrence:** Facility manager (Lolita Gardner) will perform a daily inspection to ensure that all, light fixtures, bulbs and globes are in good working order.

**Person responsible for implementing corrective action:** Administrator Assistant Lupe Rascon and CEO Emmett Murrell.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell/ Administrator Assistant Lupe Rascon.

**f. Appropriately lengthen the ceiling fan pull chains in bedroom three.**

**Status:** (Implemented) The ceiling fan in bedroom three was replaced with a light fixture on March 24, 2009.

**Plan to prevent reoccurrence:** The facility manager (Lolita Gardner) will perform a daily inspection to ensure that all light fixtures are in good working order.

**Person responsible for implementing corrective action:** Administrator Assistant Lupe Rascon and CEO Emmett Murrell.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell.

**g. Replace the broken portable basketball goal.**

**Status:** (Implemented) The portable basketball goal was removed and discarded on February 19, 2009 and not replaced at neighbors request, the group home provides sufficient outdoor activities.

**Plan to prevent reoccurrence:** The facility manager (Lolita Gardner) will perform a daily inspection to ensure that all activity equipment is in good condition and working properly.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell/Administrator Assistant Lupe Rascon.

**Person responsible for implementing corrective action:** Administrator Assistant Lupe Rascon and CEO Emmett Murrell..

**II. Program Services**

**Recommendation 2.a. ensure that all children are assessed for needed services within 30 days of placement.**

**Status:** Implemented. Each child was reviewed for needed services. Documentation is provided on each child Needs and Services Plan.

**Plan to Prevent Reoccurrence:** At intake each child will be assessed for needed services. A Treatment Team Review Meeting will be scheduled within two weeks of Each child's placement date. Within the 30 day period needs and services will be assessed and Established through Treatment Team. The Facility Social Worker (Laurel Johnson) will provide this information  
On the initial and subsequent Needs and Services Plan.



**Person Responsible for implementing corrective action:** Facility Social Worker, Laurel Johnson

**Person Responsible to for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell/Administrator Assistant Lupe Rascon.

**Recommendation 2 b. Include input from all members of the Treatment Team in the development of the Needs and Service Plans.**

**Status:** (Implemented) All County Social Worker's (CSW'S) are invited to attend the Needs and Services Plan meetings, an invitation notice is faxed to the (CSW). In addition the Needs and Services Plans are faxed or hand delivered to each individual placement worker of each placed child to review the Plans and return the signature page to Murrell's Group Home to indicate their approval of the Plans. Murrell's Group Home will also attempt to contact each (CSW) by phone or during an on-site visit to obtain the (CSW) feedback and approval of the Needs and Services Plans, if faxed all transmittal receipts will be kept in the child's file. All placed children are included in the development of the Needs and Services Plan; will include input from all members of the Treatment Team and Documented by the signature page of Needs and Services Plans.

**Plan to Prevent reoccurrence:** As described above, Murrell's Group Home will make every effort to obtain the (CSW's) approval of the Needs and Services Plans and will continue to ensure that the placed children are involved in the development of their Needs and Services Plans.

**Person responsible for implementing corrective action:** Facility Social Worker, Laurel Johnson.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as Intended:** CEO Emmett Murrell/Administrator Assistant Lupe Rascon.

**Recommendation 2 c. Develop comprehensive Needs and Services Plans that include short and long term goals that are specific and measurable.**

**Status:** (Implemented) Our new Facility Social Worker (Laurel Johnson) has put into place Complete and current and Comprehensive Needs and Services Plans for all children that include long and short term goals.

**Plan to Prevent Reoccurrence:** In February 2009, Facility Social Worker, (Laurel Johnson M.S.) was hired to oversee completion of timely and comprehensive Needs and Services Plans. Ms. Johnson will hold weekly meetings with Facility Managers, Tim Davis and Lolita Gardner and Administrative Assistant, Lupe Rascon and CEO Emmett Murrell. The meetings are designed to review progress of both long and short-term goals.

**Person responsible for Implementing corrective action:** Facility Social Worker, Laurel Johnson.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as Intended:** CEO Emmett Murrell / Administrator Assistant Lupe Rascon

### **III. Educational and Emancipation Services**

#### **Recommendation**

- 3. Murrell's Farm and Boys Home management provide all children with sufficient educational support and resources to meet their educational needs.**

**Status:**( Implemented) Murrell's now has in place the following youth services:

- New Directions Services for Youth Program Director Tim Brown (818) 375-1000 xt 272 or E-mail [tim@mathndly.org](mailto:tim@mathndly.org)
- Kumon Math and Reading Center  
42001 50<sup>th</sup> Street West Quartz Hill Ca, 93536 (661) 943-4476,
- LACOE, after school tutoring program provided by Ms. Melwyn Johnson (Teacher).
- Group Home provides a Mandatory Home Work Hour that includes 15 minutes of reading out loud every day.
- Provide sufficient and appropriate incentives to encourage the child to progress satisfactory in school.

**Plan to prevent reoccurrence:** The Facility Managers and Facility Social Worker will meet on weekly basis to assess tutoring services.

**Person responsible for implementing corrective action:** Facility Managers, Tim Davis and Lolita Gardner,

**Person responsible for monitoring to ensure corrective action remains implemented and working as intended:** Administrator/Executive Director, Emmett Murrell/Administrator Assistant Lupe Rascon

#### **IV. Recreation and Activities**

##### **Recommendation**

There are no recommendations for this section.

#### **V. Psychotropic Medication**

##### **Recommendation**

There are no recommendations for this section.

#### **VI. Personal Rights**

##### **Recommendations**

There are no recommendations for this section.

#### **VII. Clothing and Allowance**

##### **Recommendations**

##### **a. Provide all children with additional clothing items as needed.**

**Status:** Implemented. All children had a clothing inventory completed and additional Needed items have been purchased. Receipts are maintained in child's files.

**Plan to prevent reoccurrence:** A clothing inventory will be done for each child on a monthly basis to assess current needs. A monthly clothing allowance of \$50.00 dollars will be provided for each child to sustain and add to their clothing.

**Person responsible for implementing corrective action:** Administrative Assistant, Lupe Rascon/CEO Emmett Murrell.

**Person responsible for monitoring to ensure corrective action plan remains implemented and is working as intended:** Administrator/Executive Director, Emmett Murrell/Administrator Assistant Lupe Rascon.

##### **b. Encourage and assist children in creating and maintaining photo albums/life books.**

**Status: (Implemented)** All children have been provided with photo albums and assistance in creating a Life Book/Photo Album.

**Plan to prevent reoccurrence:** Child Care Staff will utilize quiet time to assist children in developing photo albums. Photos will be taken at group events and provided for child's photo albums.

**Person responsible for implementing corrective action:** Administrative Assistant, Lupe Rascon/ CEO Emmett Murrell

**Person responsible for monitoring to ensure corrective action plan remains implemented and is working as intended:** Administrator/Executive Director, Emmett Murrell

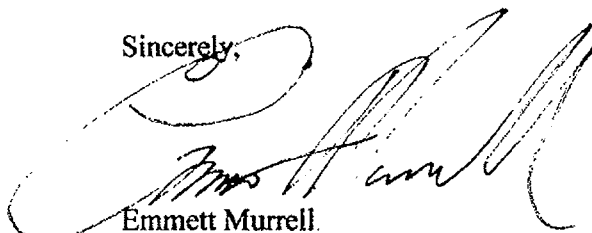
#### **VIII. Personnel Background Checks**

##### **Recommendation**

There are no recommendations for this section.

Thank you for the opportunity to correct the above deficiencies.

Sincerely,



Emmett Murrell  
Administrator/Executive Director

**Murrell's Farm & Boys Home  
Shannon House Group Home  
Lancaster, California 93535  
License Number 197606874  
Rate Classification Level: 11**

**Corrective Action Plan (Revised) May 5, 2009**

**1. Facility and Environment**

**Recommendation 1.a. Eliminate the clutter and organize the contents of the Garage.**

**Status:** (Implemented) On March 27, 2009 the clutter in the garage was eliminated And the contents of the garage were organized.

**Plan to prevent reoccurrence:** The facility Manager will conduct a safety check on A daily basis to ensure that the garage is well organized.

**Person responsible for implementing corrective action:** CEO Emmett Murrell and Administrator Assistant, Lupe Rascon.

**Person responsible for monitoring to ensure corrective action remains and is Working as intended:** Facility Manager (Tim Davis)

**Recommendation 1.b. Replace the carpet in the TV room and in bedrooms one And two.**

**Status:** (Implemented) On April 1, 2009 the carpet was replaced through the entire House.

**Plan to prevent reoccurrence:** The Facility Manager (Tim Davis) will inspect the Condition of the carpets on a daily basis and ensure that all carpets are kept in good Working order and clean.

**Person responsible for implementing corrective action:** CEO Emmett Murrell and Administrator Assistant Lupe Rascon.

**Person responsible for monitoring to ensure corrective action remains and is Working as intended:** CEO Emmett Murrell / Administrator Assistant Lupe Rascon.

**Recommendation 1.c. Replace the missing refrigerator grill.**

**Status:** Shannon House: (Implemented) The refrigerator grill was replaced on 4/21/09.

**Plan to prevent reoccurrence:** The Facility Manager (Tim Davis) will ensure that Refrigerator is maintained in good working order, and will be checked on a daily Basis.

**Person responsible for implementing corrective action:** CEO Emmett Murrell and Administrator Assistant Lupe Rascon.

**Person responsible for monitoring to ensure corrective action remains Implemented and is working as intended:** Q A Coordinator (Tim Davis)

**Recommendation 1.d. Repair the damaged computers.**

**Status:** (Implemented) All computers were repaired by Justin's computer service On February 23, 2009.

**Plan to prevent reoccurrence:** The Facility Manager (Tim Davis) will ensure That all computers are checked on a daily basis and are in good working order.

**Person responsible for implementing corrective action:** CEO Emmett Murrell Administrator Assistant Lupe Rascon.

**Person responsible for monitoring to ensure corrective action remains Implemented and is working as intended:** CEO Emmett Murrell/ Administrator Assistant Lupe Rascon.

**II. Program Services**

**Recommendation 2.a. ensure that all children are assessed for needed services within 30 days of placement.**

**Status:** Implemented. Each child was reviewed for needed services. Documentation is provided on each child Needs and Services Plan.

**Plan to Prevent Reoccurrence:** At intake each child will be assessed for needed services. A Treatment Team Review Meeting will be scheduled within two weeks of Each child's placement date. Within the 30 day period needs and services will be assessed and established through the Treatment Team. The Facility Social Worker (Laurel Johnson) will provide this information on the initial and subsequent Needs and Services Plan.

**Person Responsible for implementing corrective action:** Facility Social Worker, Laurel Johnson

**Person Responsible to for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell/Administrator Assistant Lupe Rascon.

**Recommendation 2 b. Complete and maintain current and comprehensive Needs and Services Plan for all children that include long and short term goals.**

**Status:** (Implemented) Our new Facility Social Worker (Laurel Johnson) has put into place Complete and current and Comprehensive Needs and Services Plans for all children that include long and short term goals.

**Plan to Prevent Reoccurrence:** In February 2009, Facility Social Worker, (Laurel Johnson M.S.) was hired to oversee completion of timely and comprehensive Needs and Services Plans. Ms. Johnson will hold weekly meetings with Facility Managers, Tim Davis and Lolita Gardner and Administrative Assistant, Lupe Rascon and CEO Emmett Murrell. The meetings are designed to review progress of both long and short-term goals.

**Person responsible for Implementing corrective action:** Facility Social Worker, Laurel Johnson.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as Intended:** CEO Emmett Murrell / Administrator Assistant Lupe Rascon

**2.c. Include input from all members of the treatment team and the child in the development and implementation of the Needs and Services Plans.**

**Status:** (Implemented) All County Social Worker's (CSW'S) are invited to attend the Needs and Services Plan meetings, an invitation notice is faxed to the (CSW). In addition the Needs and Services Plans are faxed or hand delivered to each individual placement worker of each placed child to review the Plans and return the signature page to Murrell's Group Home to indicate their approval of the Plans. Murrell's Group Home will also attempt to contact each (CSW) by phone or during an on-site visit to obtain the (CSW) feedback and approval of the Needs and Services Plans, if faxed all transmittal receipts will be kept in the child's file. All placed children are included in the development of the Needs and Services Plan; will include input from all members of the Treatment Team and Documented by the signature page of Needs and Services Plans.

**Plan to Prevent reoccurrence:** As described above, Murrell's Group Home will make every effort to obtain the (CSW's) approval of the Needs and Services Plans and will continue to ensure that the placed children are involved in the development of their Needs and Services Plans.

**Person responsible for implementing corrective action:** Facility Social Worker, Laurel Johnson.

**Person responsible for monitoring to ensure corrective action remains implemented and is working as Intended:** CEO Emmett Murrell/Administrator Assistant Lupe Rascon.

**2.d. Provide all children with treatment services that are identified in their Needs and Services Plans.**

**Status:** (Implemented) Facility Social Worker, Laurel Johnson will ensure that all Treatment Services match in the Needs and Services Plans.

**Plan to Prevent Reoccurrence:** Weekly meetings will be held with, Child, Facility Social Worker, Facility Managers and Administrator Assistant Lupe Rascon to review services as identified on the Needs and Services Plans. These meetings will include input from the child's placement worker to determine the viability of identified services and if additional services might benefit child.

**Person Responsible for implementing corrective action:** Facility Social Worker, Laurel Johnson and CEO Emmett Murrell.

**Person Responsible for monitoring to ensure corrective action remains implemented and is working as intended:** CEO Emmett Murrell / Administrator Assistant Lupe Rascon.

**111. Educational and Emancipation Services**

**Recommendation**

- 3. Murrell's Farm and Boys Home management provide all children with sufficient educational support and resources to meet their educational needs.**

**Status:** (Implemented) Murrell's has put in place the following youth services:

- New Directions Services for Youth Program Director Tim Brown (818) 375-1000 xt 272 or E-mail [tim@nashully.org](mailto:tim@nashully.org)
- Kumon Math and Reading Center  
42001 50<sup>th</sup> Street West Quartz Hill Ca, 93536 (661) 943-4476,
- Los Angeles Office Of Education (L.A.C.O.E.) Melwyn Johnson (Teacher)  
Provides tutoring twice a week for all children.



- Group Home provides a Mandatory Home Work Study Hour that includes 15 minutes of reading out loud everyday.
- Group Home also provides sufficient and appropriate incentives to encourage The child to progress satisfactory in school.

**Plan to prevent reoccurrence:** The Facility Manager and Facility Social Worker will meet bi-weekly to assess tutoring services.

**Person responsible for implementing corrective action:** Facility Managers and Administrator Assistant Lupe Rascon

**Person responsible for monitoring to ensure corrective action remains implemented and working as intended:** CEO Emmett Murrell and Administrator Assistant Lupe Rascon.

#### **IV. Recreation and Activities**

##### **Recommendation**

There are no recommendations for this section.

#### **V. Psychotropic Medication**

##### **Recommendation**

There are no recommendations for this section.

#### **VI. Personal Rights**

##### **Recommendations**

There are no recommendations for this section.

#### **VII. Clothing and Allowance**

##### **Recommendations**

- a. Provide all children with additional clothing items as needed.

**Status:** Implemented. All children had a clothing inventory completed and additional Needed items have been purchased. Receipts are maintained in child's files.

**Plan to prevent reoccurrence:** A clothing inventory will be done for each child on a monthly basis to assess current needs. A monthly clothing allowance of \$50.00 dollars will be provided for each child to sustain and add to their clothing.

**Person responsible for implementing corrective action:** Administrative Assistant, Lupe Rascon/CEO Emmett Murrell.

**Person responsible for monitoring to ensure corrective action plan remains implemented and is working as intended:** Administrator/Executive Director, Emmett Murrell/Administrator Assistant Lupe Rascon.

**b. Encourage and assist children in creating and maintaining photo albums/life books.**

**Status:** (Implemented) All children have been provided with photo albums and assistance in creating a Life Book/Photo Album.

**Plan to prevent reoccurrence:** Child Care Staff used structured quiet time to assist children in developing photo albums. Photos will be taken at group events and provided for child's photo albums.

**Person responsible for implementing corrective action:** Administrative Assistant, Lupe Rascon/ CEO Emmett Murrell

**Person responsible for monitoring to ensure corrective action plan remains implemented and is working as intended:** Administrator/Executive Director, Emmett Murrell

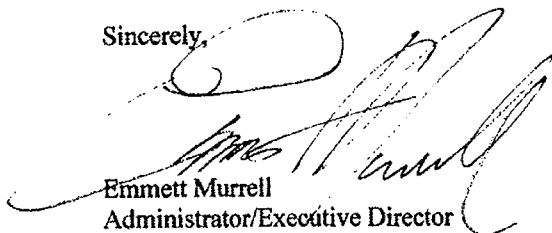
**V111. PERSONNEL BACKGROUND CHECKS**

**Recommendation**

There are no recommendations for this section.

Thank you for the opportunity to correct the above deficiencies.

Sincerely,

A handwritten signature in black ink, appearing to read "Emmett Murrell", is written over the typed name and title. The signature is fluid and cursive, with a large initial "E" and "M".

Emmett Murrell  
Administrator/Executive Director

